



Registration Form

Submit before **January 5**
for Early Bird Registration Discount \$70
or before **February 5** for Final Deadline \$85
Return this page with payment.

Saturday, March 5, 2016 10am- 3pm at Royal Oak High School

Company Name: _____ Contact Person: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Describe Business type/or Health Product sales:

Yes, we would like the opportunity to:

____ Host a Booth (6x2 foot table and two chairs (or bench) provided)

____ Provide a Speaker* (20 min) Topic: _____

- OR -

____ Instructional/Demonstration Mini- Class* (20 min) Class Type: _____

Important Notes: In the interest of variety and value, the number of providers permitted to register in any particular classification of services and goods will be limited to 3/classification – only 1 brand name each; on first come, first accepted basis.

*Time and space allows for limited presentations and/or mini-demo classes. In order to provide a variety of educational opportunities for our visitors the planning committee, will review requests and **notified** you if your topic or demonstration **has been selected to be on the schedule**.

Check all fees that apply:

____ Early Bird Booth Registration (before January 5, 2016) **\$70**

____ Regular Booth Registration (after January 5, 2016 and before February 5, 2016) **\$85**

____ Additional table (\$25/ limit 1)

____ Additional 8 ft. space for health screening/demos (\$25)

Note: you must check this box and pay if you plan to bring a massage table or massage chair, shelving or display for merchandise.

____ Location with electrical outlet (\$5) (limited availability) you must bring UL approved extension cord

____ Indicate if you would like to give an additional tax-deductible donation to support the event:

(Circle one) \$25 \$50 \$100 (See attached **Special Event Sponsorship Levels of Support**) Other \$_____

____ Major sponsorship: see attached **Special Event Sponsorship Levels of Support**.

\$_____ **Total Amount Enclosed** Make checks Payable to Royal Oak Community Coalition. (No credit cards)

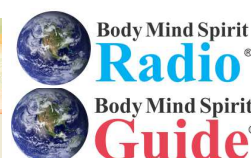
Mail your completed application to: Royal Oak Community Coalition, HHW Expo

1500 N. Stephenson Hwy. #216,

Royal Oak, MI 48067

Acceptance of Expo Policies: I understand and accept all the guidelines / requirements detailed in this application, (see page 2) and by signing below, agree to comply with them. Failure to adhere to Expo policies will result in you being asked to make specific corrections or leave.

Signature: _____ Date: _____





Keep this page
for your records

Application Instructions and Policies

1. In order to participate, you must submit a completed and clearly legible registration form and a check or money order made out to the Royal Oak Community Coalition (*no credit cards accepted*)
By the following deadlines: January 5, 2016 for "Early Bird" registration, \$70
or February 5, 2016 Final Deadline \$85
2. Upon receipt of all the registration materials, a confirmation email will be sent to the email address you provide. **Mail completed application to Royal Oak Community Coalition, 1500 N Stephenson Hwy., #216 Royal Oak, MI 48067.** (Please do not mail to Royal Oak High School)

EXPO POLICIES:

The ROCC reserves the right to admit or deny any vendor/business/service provider application.

- Expo hours are from 10am-3pm (You must be set up by 9:45 and MUST remain until 3 pm. Closing early spoils the expo for late visitors and other exhibitors. PLEASE wait to begin take down at 3 pm.
- Lunch will **NOT** be provided (*bring your own*).
- Doors will open for set up at 7:30 a.m. (*and possibly Friday night*). Use Back Doors for set up.
- **Expo will be held at Royal Oak High School: 1500 Lexington Blvd., Royal Oak, MI 48073**
- The 24 time slots for mini classes or fitness demos will be determined to fill educational goals of the planning committee. Businesses will be notified if selected for a presentation or class.
- Electrical Outlets are limited and on a first come, first serve basis (10 available) and you must provide a 10 ft. UL approved extension cord.
- Exhibitors must stay within the confines of their assigned area. Space is limited and walk ways MUST remain open due to local fire codes. This will be strictly enforced.
- To help make the Expo as successful as possible, extensive publicity is planned, including but not limited to local newspapers and magazines, electronic posts, outdoor signs, etc.
- Product sales: You may only sell or display items you listed on the application form and have received approved by the planning committee.
- **To build outreach for the event exhibitors are asked to promote the Expo. Website, e-mails Facebook and Twitter posts messages will be provided to you throughout the publicity period.**
- *Be advised that neither the Royal Oak Community Coalition, Royal Oak High School, any sponsors of the show, nor the School District of the City of Royal Oak is responsible or liable in any way, whatsoever for loss, theft, damage or defacement of property used during, before or after the Holistic Health and Wellness Expo, including but not limited to anything used for exhibits, displays or vehicles. The inclusion of alternative modalities at this event does not imply endorsement, sponsorship of or recommendation by the sponsors listed above. This event serves only as a provider of information.*

Cancellation Policy: Once applications have been received and processed, no refunds will be issued. If not accepted, the application and check will immediately be returned.

Contact info: Diane Dovico, Executive Director,
2016 Holistic Health & Wellness Expo Committee
E-mail: info@royaloakcommunitycoalition.com
1500 N. Stephenson Hwy. # 216, Royal Oak, MI 48067
p. 248-546-7622

The Holistic Health and Wellness Expo Mission: *To increase community awareness of integrative healthcare approaches used to maintain wellbeing and manage physical, mental, and emotional pain.*